



## **GENERAL MEMBERSHIP MEETING**

**Lacey Fire District 3, Station 54**

**Tuesday, January 13, 2004**

**9 a.m. – 3:00 p.m.**

### **MINUTES**

#### **Welcome / Introduction of new members**

**Vicki Rummig**

No new members at this time.

#### **Introduction of members**

**All**

All members were asked to introduce themselves and tell about their first state job or their worst job. Door prize presented to best story – Jan Olmstead

#### **Committee Reports**

#### **Committee Chairs**

Executive Board – Vicki Rummig

Julia Ojard has completed a first draft of the committee report for the Case Study results. Once a final draft has been completed and approved by the board, this will be sent to Governor with a CC to DOP and posted to the ICSEW website.

Take Our Sons & Daughter's to Work Day – We have received three responses of interest, but none for the position of chair. Vicki Rummig will chair a separate meeting with these individuals to determine next steps. Anyone else interested in participating was asked to contact Vicki.

Treasurer – Lavenia Marles

Lavenia contacted the Quinault Resort to inquire about Safe Deposit Boxes so that we have some where to keep our funds that we receive from the Silent Auction. There are (20) safe deposit boxes available free of charge. However, they do charge a fee of \$25.00 for lost keys. The safe deposit box is available to those that will be staying at the hotel and can be reserved upon registration at the resort.

Membership – Mary Briggs

General meeting locations were secured for January 13<sup>th</sup> and March 9<sup>th</sup>.  
Locations for May 11<sup>th</sup> and July 13<sup>th</sup> will be confirmed in January.

The committee developed a plan to provide door prizes at general membership meetings.

The committee plans to work on criteria for excused absences and have something to offer to the Executive Board either in March or July.

Membership surveys continue to trickle in. The membership list has been marked to indicate who has completed a survey. Committee members will work on collecting surveys from the remaining members. The Committee will develop their work plan and timeline for the Networking Guide at the January meeting.

The membership chair received an updated list of members from the Governor's office and is working to reconcile that list with our list. In conjunction with that task, the ICSEW List Serve will be updated.

There have been several problems trying to send attachments to the List Serve. The membership chair has been working with the Library IS contact to resolve these issues.

Future topics include developing a portfolio of team building activities. ICSEW members are encouraged to send any ideas they have to any membership committee member: Mary Briggs, Kathy Forbes, Gina Maynard, Cindy Craig, Gail Grate and Shirley Mott.

#### Promotional & Career Opportunities Committee - Julia Ojard

The PCOC has successfully gathered speakers for May 19, 2004, Panel Discussion at Quinalt Beach Resort, from for the 9:45 - 11:45 a.m. Here is the list so far:

GA - Competitive Contracting  
Bill Joplin, Assistant Director  
Office of State Procurement

DOP - Civil Service Reform  
Christine Valadez, Project Lead  
HR 2005/Civil Service Reform

OFM - Collective Bargaining  
No one yet, have left messages for Eva Santos, Deputy Director - Labor Relations and Gary Moore, Director - Labor Relations to attend.

Meagan Macvie, Communications Mgr. for HR 2005/PSRA

Meagan will attend to first give an overview of HR 2005 and follow-up with Q & A. She will explain the nuances of how each of the pieces fit together. She's had a lot of experience dealing with the media on this issue.

#### Communications – Lonnie Petersen

Since the last meeting, the Communications Committee has been working on the *InterAct* and working to revamp the ICSEW Web site. In the next two months we will be continuing to work on revamping the Web site. And, as always, we will be preparing for the next issue of the *InterAct*. If you have articles or ideas, contact Lonnie at (360) 236-3547."

#### Health & Wellness - Debbie Kettlehut

Health and Wellness did not have a committee report for this meeting.

#### Education - Vickie Meyer

Advanced Self Defense class, scheduled for 01/23/04 has been cancelled due to low enrollment.

Vicki is working with Kathy Bote' on an upcoming training class titled "How To Say What You Want To Get What You Need." This will be offered in a couple of months. Another will be planned a couple of months later.

There are four upcoming communication training classes being taught by Mimi Welch this year.

#### Historian - Kim Starkey –

If we cannot post facts about ICSEW on the wall at the conference we may go with the bingo game idea. If you would like to share ideas or help sharing information about ICSEW it is welcomed. Kim only has one committee member and a person that said they would help with the bingo game

scenario, so let her know if you would like to help. We will probably have a couple of side lunch meetings to put this together.

#### Conference - Pat Delaney –

The conference committee is on track with the opening of registration this month and the final negotiations on speakers. It appears we will have a dynamic and varied offering which will both entertain and educate. The committee (and subcommittees) will be bimonthly meetings times January/February and by March we will be inviting more to join us.  
Quinalt Resort 1-888-461-2214

Silent Auction Subcommittee - Start making those baskets for the silent auction or donating items to contribute towards the silent auction. Kim Starkey will be making a place in her garage for items to be stored. We will probably start having some separate silent auction subcommittee meetings; we have about five people willing to help so far. If you would like to help let Kim Starkey know. And thanks for all your effort!

### **Legislative Website**

**Vicki Rummig**

Vicki walked the group through a demonstration on <http://www.leg.wa.gov> and provided a handout with the web address and optional homework to practice finding and tracking bills.

### **Feedback from Agency Directors**

How to disseminate information with in your agency

Two Questions were asked of Agency heads.

#### ***How to disseminate information?***

Direct Communication (4)  
Posting at Strategic locations (4)  
Agency Communication division (5)  
Intranet sites (7)  
Daily/Weekly/Monthly staff Bulletins/Newsletters (4)  
Administrative Assistants (2)

#### ***Issues agency heads feel ICSEW should address***

HR 2005 (3)  
    Succession Planning  
        Cycling out old mentality  
    Preparing women for challenges with HR2005  
Domestic Violence  
Support/Care of Family Members/Aging Parents  
Promotional Opportunities – Let desire to promote be known through EDPP process  
Responsibility – Do something rather than nothing  
Health Issues – Balance of home and work (2)  
How does ICSEW bring value?  
    Different perspective, different outlook  
Continuing Education through DOP  
Men's Roles and Support  
Shift work issues  
Financial outreach services  
Voter awareness  
Do more with less  
Research effects on women when they have to barter for wages  
Share history of ICSEW with Leadership of agencies

Childcare issues – Male and Female

\*Number in ( ) indicates number of similar responses.

## Website Update

Positive Marketing was stressed. A handout of the site map was provided. Would like photos of women in work sites throughout the state to post on site. Goal of website - link, network and connect.

## Competitive Contracting

**Cami Feek**  
**Department of General Administration**

Cami Feek of General Administration presented the background and overview of GA's proposed Competitive Contracting rules. An electronic copy of the presentation is available on-line at <http://icsew.wa.gov/meetings/20040113compcont.ppt>

## Plus / Delta

**All**

| Plus                                | Delta                                   |
|-------------------------------------|---|
| Agenda                              | Better directions                       |
| Both presentations (leg and Carrie) | No access to refreshments               |
| Julia's recognition                 | Net working at lunch-everyone scattered |
| Having door prizes                  | Should have had brown bag lunch         |
| Good ice breakers                   | Shape of room and set up                |
| New name cards                      | Seating                                 |
| Good location                       | People wore fragrances                  |
| Great attendance                    |   |
| Notice of fragrance free meeting    |   |
| Jan's story (about body parts)      |   |
| Swivel chairs                       |   |
| Vicki is doing a great job          |   |
| Stayed on the agenda                |   |

## Committee Breakout Sessions

**All**